
LTCCC Steering Committee Meeting Minutes

Thursday, May 12, 2016

3:00 – 4:00pm

AGENDA

PRESENT: Benson Nadell, Marie Jobling, Anne Quaintance, Cathy Spensley, Cindy Kauffman, Traci Dobronrovova, Jessica, Vince, Kelly
DAAS STAFF: Valerie

TOPICS

1. Civic Bridge

Steering members will take the one-pager and details back to their workgroups, deadline is June 8th but if projects don't make this cycle, still reach out to staff contact for future projects. Workgroups to bring project ideas back to the Council.

2. The Possibility of creating a policy calendar/schedule for the LTCCC

Rick Appleby (DAAS) may potentially be able to help create this for the LTCCC; currently, he focuses on legislative calendar, works with the Advisory council and joint legislative council, and monitors and tracks state and federal legislation, as well as city level. If the LTCCC let's Rick know topics that are of particular interest, he can work with Valerie to develop a larger calendar to let the LTCCC know when/how the group can the ways to plug in. If the LTCCC can provide Rick with information on specific bills or legislation that they're interested in, Rick will track those bills through-out the year. Additionally, Rick will come do a larger presentation to the LTCCC in March to describe the various councils and their roles (ie Joint Legislative Council and the Advisory Council) and to provide an in-depth overview of the issues being addressed in the coming year, which would allow the LTCCC to decide if they want to take any actions. Once Rick knows the groups interests and key bills/issues, he can create letters and responses promptly as legislation moves, rather than bringing everything back to the Council (which can take a month or more). Approve changes to protocols, RE: 3 yr. terms but no term max (Valerie)

3. Approve language to change protocols, regarding term limits (pg. 4, Protocols)

Language edit: remove "limits"

Original: Each member may be re-appointed for a **maximum of three consecutive terms.**

First Edit: Each member may be re-appointed for additional three-year terms, following a review for new members, **with no maximum number of term limits.**

Final Edit: Each member may be re-appointed for additional three-year terms, following a review for new members, **with no maximum number of terms.**

Next steps: needs to be an agenda action item. Discussion that there is value in term limits; perhaps no maximum term amounts but at end of term, put members up for review. Add an annual calendar item (in Dec/Jan) to review all members whose term limits are expiring in the next year and develop some process that reviews members.

4. Retreat Thursday, July 14th 12-4pm – Why, Who, What & Where

Why: to revitalize the steering committee and workgroups, creating "more of a verb than a noun" through the development of job descriptions, member and workgroup roles and responsibilities, develop

more policy, and establish better communication. Additionally, the retreat will cover how workgroups will report back, with ideas, projects, and potential funding.

Who: At this retreat, all of the workgroups should be represented - if steering workgroup chair can't be available, they're responsible for sending someone else in their place.

There was some discussion about whether all members were actively involved in a workgroup and how to ensure that the work is being done by all members, not just a few members. Retreat participants need to be steering members (and therefore all workgroups would be present) but will open to all LTCCC membership.

What: Still need a facilitator and food. ILRC is willing to contribute some financially if others also put in a little (Vince offered). There was much discussion about possible locations and requirements of space (windows, accessible, near transit, etc.), the following were suggested: Lighthouse for the Blind (1155 Market), IOA, Mission Creek senior center, Laguna Honda's meeting room, 887 Potrero DPH building, AgeSong has a rooftop. Cindy will develop the first draft and share with group.

AGENDA SETTING

5. Set agenda for **June** LTCCC meeting

- Rick Appleby to present on current legislative updates (ex: if the Advisory Committee has any recommendations, key focus) and how those committees work, how the LTCCC could plug in, etc. (20-30min)
- Shireen McSpadden – check on her availability for presenting on the Netherlands trip
- Susan Poor – check on her availability for presenting on the Tech Council
- Rebuilding jail and behavioral health (SFDPH) (Kelly Hiramoto)
- Whole person care (Kelly Hiramoto)
- Retreat on agenda (brief) – maybe it's a shorter meeting (since July is longer)

6. Discuss tentative agenda for **future** LTCCC meeting

- **July** – **NO MEETING** -
- **Aug.** - **NO MEETING** -
- **Sept.** - “Get out the Vote” advocacy, Jeff Kositsky newly appointed Director for the new Department of Homelessness & Supportive Housing
- **Oct.** - examine and update Policy Agenda; begin budget request process for LTCCC; Disaster Preparedness & Resiliency in SF (Patrick from DEM, MOD's DDPC, Daniel from NEN)
- **Nov.**
- **Dec.** – review upcoming expiring LTCCC members
- **Jan.** – review upcoming expiring LTCCC members
- **Feb.**
- **March** – Rick Appleby to present on upcoming legislation & efforts for coming year

Next Steering Committee meeting:
Thursday, June 9, 2015, 3:00 – 4:00pm